



OPERATOR CERTIFICATION

2007-2008 CATALOG

WATER TREATMENT
WATER DISTRIBUTION
WASTEWATER TREATMENT

ENVIRONMENTAL AND PUBLIC PROTECTION CABINET

Kentucky Department for Environmental Protection
Division of Compliance Assistance
14 Reilly Road
Frankfort, Kentucky

Free Compliance Assistance Call

800-926-8111

502-564-0323

fax: 502-564-9720

www.dca.ky.gov



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The Environmental and Public Protection Cabinet does not discriminate on the basis of race, color, national origin, sex, age, religion, or disability and provides, on request, reasonable accommodations including auxiliary aids and services necessary to afford an individual with a disability an equal opportunity to participate in all services, programs, and activities.

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General Information

New In 2007

On-line operator certificate renewal!

Renewal of your operator certificate is now available on-line. Go to the division's web site at

www.dca.ky.gov/certification

If the certification meets the criteria for renewal and you are paying by credit card, you can renew on-line! See page 33 for instructions.

Testing now available in Frankfort

In response to operator requests we are happy to announce that you may now take a certification exam at the Operator Certification Office in Frankfort. The test will be given one time per quarter. The number of individuals for each testing session will be limited to the first 20 approved for testing. Check out the dates for these exams on page 6.

Operator Certification

As a program within the Division of Compliance Assistance, the Certification Program provides training and issues certification to ensure that individuals engaged in performing many of Kentucky's critical environmental activities are qualified and capable to perform their duties. The program includes:

- Issuing certification licenses to Kentucky's drinking water treatment and distribution system operators and wastewater treatment system operators
- Presenting classes statewide for Water Treatment and Distribution System Operators and Wastewater System Operators;
- Assisting the Kentucky Board of Certification of Water Treatment and Distribution Treatment System Operators and the Kentucky Board of Certification of Wastewater System Operators, which advise the department on its certification program and implementation.

Operator Accountability

Drinking water and wastewater systems are required to adhere to regulatory standards and operate in a manner that protects human health and the environment. Certified operators assume responsibility, along with elected officials and facility owners, for ensuring that all regulatory standards are met. If an operator practices fraud or deception in obtaining certification or filing cabinet reports, does not use reasonable care or judgment in the performance of duties, fails to apply knowledge in the performance of duties, and/or is incompetent, unable, or unwilling to properly perform duties, he or she may be subject to a disciplinary action. Disciplinary actions available to the department include, but are not limited to; probation for up to one year, suspension of a certificate for up to one year, temporary revocation of a certificate for one to four years, permanent revocation of a certificate and/or civil or criminal penalties.

Operator Certification Staff Contact Information

14 Reilly Road
Frankfort, KY 40601

Telephone (502) 564-0323 or
(800) 926-8111

Fax (502) 564-9720

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Sam Lester
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Drinking Water Trainers

Andy Gentry
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Steve Crosman
steve.crosman@ky.gov

**FOR FREE COMPLIANCE ASSISTANCE CALL:
1-800-926-8111**



****New to 2007****

Frankfort Test Dates

In response to requests, the operator certification program is offering open test dates in Frankfort.

These dates are for testing only! No certification preparatory information will be delivered on these dates.

The exams will be offered at the Division of Compliance Assistance, Operator Certification, 14 Reilly Road, Building 6, Room 6a.

Applicants will need to submit a completed "Application for Certification" (pgs 26-27) and "Registration Form For Exams and Training Classes" (pg.28) with the exam fee. The fee must be made payable to the "Kentucky State Treasurer". Mail these items to Division of Compliance Assistance, Operator Certification, 14 Reilly Rd., Frankfort, KY 40601.

The exams will be proctored by operator certification staff. The exams will be limited to the first 20 applicants and will be offered one time per quarter.

The exams will start promptly at 8:30 am. Bring picture identification for admission.

Frankfort Exam Dates

Date	Exam Code	Fee	Location	Start Time
February 9, 2007	EO 020907	\$35.00	14 Reilly Rd. Building 6, Room 6a	8:30 am Eastern time
May 4, 2007	EO 050407	\$35.00	14 Reilly Rd. Building 6, Room 6a	8:30 am Eastern time
August 3, 2007	EO 080307	\$35.00	14 Reilly Rd. Building 6, Room 6a	8:30 am Eastern time
November 2, 2007	EO 110207	\$35.00	14 Reilly Rd. Building 6, Room 6a	8:30 am Eastern time

Submit your application and registration form at least 30 days prior to the desired exam date. Late applications will affect your chance of being able to take the exam on your first date of choice.

2007 Drinking Water Training Schedule

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<p>2 Frankfort Open Test Date</p> <p>12-15 KY Dam Village SRP (DW Certification Class with exam on the 15th) Classifications: I-D, II-D, III-D, IV-D</p> <p>26-27 Cumberland Falls SRP (DW Continuing Ed)</p>				<table><tr><th colspan="7">NOVEMBER</th></tr><tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr><tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr><tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr><tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr><tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr><tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td></tr></table>	NOVEMBER							S	M	T	W	Th	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30				<table><tr><th colspan="7">DECEMBER</th></tr><tr><th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr><tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr><tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr><tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr><tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr><tr><td>30</td><td>31</td><td></td><td></td><td></td><td></td><td></td></tr></table>	DECEMBER							S	M	T	W	Th	F	S							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31						<p>3-6 General Butler SRP (DW Certification Class with exam on the 6th) Classifications: I-AD, II-A, III-A, IV-A</p>
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2008 Drinking Water Training Schedule

JANUARY						
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6-7 **Rough River SRP**
(DW Continuing Ed)

18-21 **Pennyrile SRP**
(DW Certification Class with exam on the 21st)
Classifications:
I-BD, II-BD, III-B, IV-B

11-12 **Carter Caves SRP**
(DW Continuing Ed)

31-Apr 3 **Hyatt Regency, Lexington**
(DW Certification Class with exam on 3rd)
Classifications:
I-AD, II-A, III-A, IV-A

MARCH						
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1-3 **Conf Cont.**

8-9 **Dale Hollow SRP**
(DW Continuing Ed)

21-24 **Jenny Wiley SRP**
(DW Certification Class with exam on the 24th)
Classifications:
I-D, II-D, III-D, IV-D

6-7 **Blue Licks SRP**
(DW Continuing Ed)

13-16 **Cumberland Falls SRP**
(DW Certification Class with exam on the 16th)
Classifications:
I-AD, II-A, III-A, IV-A

MAY						
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9-12 **Natural Bridge SRP**
(DW Certification Class with exam on the 12th)
Classifications:
I-D, II-D, III-D, IV-D

24-25 **Barren River SRP**
(DW Continuing Ed)

Did you know?

- * Operator Certification trainers conducted over 330 hours of continuing education and certification preparatory classes for water operators in 2006
- * Over 334 exams for water certification were given to applicants in the first 3 quarters of 2006.
- * Operator Certification staff processed in excess of 2,500 drinking water treatment and distribution certificate renewals in 2006.
- * Drinking Water Trainers traveled over 5,000 miles in Kentucky to conduct certification prep classes, exams, and continuing education classes.
- * Operator Certification staff processed in excess of 500 water certification applications in 2006.
- * There are over 1660 active Kentucky water operator certificates.

2007 Wastewater Training Schedule

23-24 **General Butler SRP**
(WW Continuing Ed)

JANUARY						
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FEBRUARY						
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9 **Frankfort**
Open Test Date
20-21 **Rough River SRP**
(WW I Certification Class
with exam on the 21st)
20-23 **Rough River SRP**
(WW Certification Class
with exam on the 23rd)
Classes: II, III, IV

26-27 **Galt House, Louisville**
(WW I Certification Class
with exam on the 27th)

MARCH						
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26-29 **Galt House, Louisville**
(WW Certification Class
with exam on the 29th)
Classes: II, III, IV

WW Certificates expire 6/30/07.
Send your renewal in early!!

APRIL						
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10-11 **Jenny Wiley SRP**
(WW Continuing Ed)
17-18 **Natural Bridge SRP**
(WW Continuing Ed)

4 **Frankfort**
Open Test Date
9-10 **Lake Barkley SRP**
(WW Continuing Ed)
15-16 **KY Dam Village SRP**
(WW I Certification Class
with exam on the 16th)
15-18 **Ky Dam Village SRP**
(WW Certification Class
with exam on the 18th)
Classes: II, III, IV

MAY						
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5-6 **Barren River SRP**
(WW Continuing Ed)
19-20 **Lake Cumberland SRP**
(WW I Certification Class
with exam on the 20th)
19-22 **Lake Cumberland SRP**
(WW Certification Class
with exam on the 22nd)
Classes: II, III, IV

11-12 **KY Dam Village SRP**
(WW Continuing Ed)

JULY						
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3 **Frankfort**
Open Test Date
14-15 **Buckhorn Lake SRP**
(WW Continuing Ed)

5-6 **Barren River SRP**
(WW Continuing Ed)
18-19 **Jenny Wiley SRP**
(WW I Certification Class
with exam on the 19th)
18-21 **Jenny Wiley SRP**
(WW Certification Class
with exam on the 21st)
Classes: II, III, IV

SEPTEMBER						
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OCTOBER						
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10-11 **Lake Barkley SRP**
(WW Continuing Ed)
30-31 **Pine Mountain SRP**
(WW I Certification Class
with exam on the 31st)
30-Nov 2 **Pine Mountain SRP**
(WW Certification Class
with exam on Nov 2nd)
Classes: II, III, IV

Oct 30-2 **Pine Mountain SRP**
(WW Cert. Class cont.)
2 **Frankfort**
Open Test Date
13-14 **Lake Cumberland SRP**
(WW I Certification Class
with exam on the 14th)
13-16 **Lake Cumberland SRP**
(WW Certification Class
with exam on the 16th)
Classes: II, III, IV

NOVEMBER						
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30	31					

4-5 **Rough River SRP**
(WW Continuing Ed)

2008 Wastewater Training Schedule

15-16

General Butler SRP

(WW I Certification Class with exam on the 16th)

15-18

General Butler SRP

(WW Certification Class with exam on the 18th)
Classes: II, III, IV

JANUARY

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FEBRUARY

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12-13

Carter Caves SRP

(WW Continuing Ed)

31- Apr 1

Hyatt Regency, Lexington

(WW I Certification Class with exam on the 1st)

31- Apr 3

Hyatt Regency, Lexington

(WW Certification Class with exam on the 3rd)
Classes: II, III, IV

MARCH

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APRIL

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1-3

Conference Cont.

15-16

KY Dam Village SRP

(WW I Certification Class with exam on the 16th)

15-18

KY Dam Village SRP

(WW Certification Class with exam on the 18th)
Classes: II, III, IV

6-7

Dale Hollow SRP

(WW Continuing Ed)

21-22

KY Dam Village SRP

(WW Continuing Ed)

MAY

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JUNE

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10-11

Barren River SRP

(WW I Certification Class with exam on the 11th)

10-13

Barren River SRP

(WW Certification Class with exam on the 13th)
Classes: II, III, IV

Just the facts

- * Operator certification trainers conducted over 330 hours of wastewater continuing education and certification classes in 2006
- * Over 190 exams for wastewater certification were given to applicants in 2006.
- * Operator Certification staff processed over 116 renewal applications in 2006
- * The operator certification trainers traveled over 7500 miles in Kentucky to conduct wastewater certification preparatory courses, certification exams and continuing education classes.
- * Operator certification staff processed over 300 wastewater certification applications in 2006
- * There are over 1650 active wastewater certificates in Kentucky

Address Change or Change of Employment

401 KAR 5:010 Sec. 6 (1)

If information related to the operator's employment or mailing address changes from the application filed for certification, the certified operator shall provide written notification to the division within 30 days. If a certified operator becomes permanently incapacitated while employed by a wastewater treatment plant, the employer shall notify the division.

Operator Address and/or Employment Change Form

Certificate Number(s) (LIST ALL):

Drinking Water Treatment _____ **Distribution** _____ **Wastewater Treatment** _____

Address Change ☐ or **Facility Change**: Add facility ☐ Delete Facility ☐

Agency Interest # (see wallet card): _____

Name: _____
(last) (first) (middle initial)

New or Current Home Address: _____
(street, city, state, and zip code)

Phone: HOME () _____ **WORK ()** _____

IDENTIFY BELOW FACILITIES FOR WHICH YOU RECENTLY ASSUMED OR RELINQUISHED RESPONSIBILITY.
THIS INFORMATION MUST BE SUBMITTED WITHIN 30 DAYS OF THE CHANGE.

Facility Name	KPDES/PWSID #	Effective Date

Signature: _____ **Date:** _____

Mail to: Division of Compliance Assistance, Operator Certification, 14 Reilly Road, Frankfort, Kentucky 40601.



CERTIFICATION INFORMATION

DRINKING WATER OPERATOR CERTIFICATION

Drinking Water Treatment and Drinking Water Distribution Certification

To become certified, an applicant must:

1. Complete the educational level or equivalent for the classification requested.
2. Have the required operational experience for the classification requested.
3. Submit the exam application, registration form and fees for the exam.
4. Obtain approval and confirmation from operator certification to take the requested exam.
5. Take the exam and score 70% or higher.

DRINKING WATER OPERATOR QUALIFICATIONS

Drinking water system classifications are based on the type of filtration and the design capacity; 401 KAR 8:030, Section 6. The operator qualifications are found in 401 KAR 8:030, Section 8. Class A type systems are those that use gravity filtration (excluding slow sand) in the treatment process, and Class B type systems include all other types of treatment that do not use gravity filtration and systems using slow sand filtration.

DRINKING WATER DISTRIBUTION OPERATOR QUALIFICATIONS

Classification	Population Served	Education Required	Experience Required*
IVD	Equal to or greater than 50,000	Baccalaureate Degree	One year in a Class III or IV distribution system
IIID	Equal to or greater than 15,000 but less than 50,000	High School Diploma or GED	Three years, with one year in a Class II, III or IV distribution system
IID	Equal to or greater than 1,500 but less than 15,000	High School Diploma or GED	Two years, with six months in a Class II, III or IV distribution system
ID	Less than 1,500	High School Diploma or GED	One year in a Class IAD, IBD, IIBD, ID, IID, IIID or IVD system

❖ **Educational and experience substitutions may apply and are specified in the drinking water certification regulations (401 KAR 8:030)**

DRINKING WATER TREATMENT OPERATOR QUALIFICATIONS (cont.)

Surface Water or Groundwater

Under the Direct Influence of Surface Water Treatment

Classification	Design Capacity	Education Required	Experience Required*
IVA	Equal to or greater than 3 MGD	Baccalaureate Degree	One year in a Class IIIA or IVA plant
IVB	Equal to or greater than 3 MGD	Baccalaureate Degree	One year in a Class IIIA, IIIB, IVB or IVA plant
IIIA	Equal to or greater than 0.5 but less than 3 MGD	High School Diploma or GED	Three years, with one year in a Class IIA, IIIA or IVA plant
IIIB	Equal to or greater than 0.5 but less than 3 MGD	High School Diploma or GED	Three years, with one year in a Class IIA, IIBD, IIIA, IIIB, IVA or IVB plant
IIA	Equal to or greater than 0.05 MGD but less than 0.5 MGD	High School Diploma or GED	Two years, with six months in a Class IIA, IIIA or IVA plant
IIBD	Equal to or greater than 0.05 MGD but less than 0.5 MGD (Operator also responsible for distribution system)	High School Diploma or GED	Two years, with six months in a Class IIA, IIBD, IIIA, IIIB, IVB or IVA plant
IAD	Less than 0.05 MGD (Operator also responsible for distribution system)	High School Diploma or GED	One year in a Class IAD, IIA, IIBD, IIIA, IIIB, IVB or IVA plant
IBD	Less than 0.05 MGD (Operator also responsible for distribution system)	High School Diploma or GED	One year in any of the listed drinking water treatment classifications

- ❖ **Educational and experience substitutions may apply and are specified in the drinking water certification regulations (401 KAR 8:030)**



DRINKING WATER TREATMENT CERTIFICATION REVIEW AND EXAM SCHEDULE

Classifications: I-AD, II-A, III-A and IV-A

This course consists of three days of training followed by a certification exam, which is administered on the fourth day. The training is specific to the four classifications of exams listed above and up to 18 hours of continuing education credit may be earned. Those wishing to take an **exam only** (without the training) may do so on the last scheduled date of the class for a fee of \$35.00. For those wishing to take the certification preparatory **class only** the fee is \$90.00

2007

<u>Course Code</u>	<u>Date</u>	<u>Location</u>	<u>Room Reservations</u>	<u>Fee</u>
DW 3825	May 14-17, 2007	Barren River Lake SRP	800/325-0057	\$125.00
DW 4518	July 23-26, 2007	Kenlake SRP	800/325-0143	\$125.00
DW 4522	October 16-19, 2007	Jenny Wiley SRP	800/325-0142	\$125.00
DW 4524	December 3-6, 2007	General Butler SRP	800/325-0078	\$125.00

2008

<u>Course Code</u>	<u>Date</u>	<u>Location</u>	<u>Room Reservations</u>	<u>Fee</u>
DW 4526	March 31, 2008 – April 3, 2008	Hyatt Regency, Lexington KWWOA Conference	888/591-1234	\$125.00
DW 4528	May 13-16, 2008	Cumberland Falls SRP	800/325-0063	\$125.00

To register for any of these courses and/or exams, please complete the "Application For Certification" (pgs. 26-27), the Registration Form (pg .28), and mail them along with a check made out to the "Kentucky State Treasurer" to the address on the back cover of this catalog. Your application will be reviewed and you will be notified of your acceptance into the class or exam. No one will be allowed into a course or exam without an approval letter.

A limited number of lodging rooms have been blocked under the Division of Compliance Assistance for a reduced rate if arrangements are made with the relative State Park at least one month in advance.



Groundwater Treatment
Classifications: I-BD, II-BD, III-B and IV-B

This course consists of three days of training followed by a certification exam, which is administered on the fourth day. The training is specific to the four classifications of exams listed above and up to 18 hours of continuing education credit may be earned. Those wishing to take an **exam only** (without the training) may do so on the last scheduled date of the class for a fee of \$35.00. For those wishing to take the certification preparatory **class only** the fee is \$90.00

2007

<u>Course Code</u>	<u>Date</u>	<u>Location</u>	<u>Room Reservations</u>	<u>Fee</u>
DW 3824	February 19-22, 2007	Kenlake SRP	800/325-0143	\$125.00
DW 4519	August 13-16, 2007	Carter Caves SRP	800/325-0059	\$125.00

2008

<u>Course Code</u>	<u>Date</u>	<u>Location</u>	<u>Room Reservations</u>	<u>Fee</u>
DW 4525	February 18-21, 2008	Pennyrile Forest SRP	800/325-1711	\$125.00

To register for any of these courses and/or exams, please complete the Application for Certification (pgs.26-27), the registration form (pg. 28), and mail them along with a check made out to the "Kentucky State Treasurer" to the address on the back cover of this catalog. Your application will be reviewed and you will be notified of your acceptance into the class or exam. No one will be allowed into a course or exam without an approval letter.

A limited number of lodging rooms have been blocked under the Division of Compliance Assistance for a reduced rate if arrangements are made with the relative State Park at least one month in advance.



DRINKING WATER DISTRIBUTION CERTIFICATION REVIEW AND EXAM

Drinking Water Distribution Classifications: I-D, II-D, III-D and IV-D

This course consists of three days of training followed by a certification exam, which is administered on the fourth day. The training is specific to the four classifications of exams listed above and up to 18 hours of continuing education credit may be earned. Those wishing to take an **exam only** (without the training) may do so on the last scheduled date of the class for a fee of \$35.00. For those wishing to take the certification preparatory **class only** the fee is \$90.00

2007

<u>Course Code</u>	<u>Date</u>	<u>Location</u>	<u>Room Reservations</u>	<u>Fee</u>
DW 3822	March 26-29, 2007	KWWOA Conference Louisville, Galt House	800/843-4258	\$125.00
DW 3823	June 19-22, 2007	Pine Mountain SRP	800/325-1712	\$125.00
DW 4521	September 11-14, 2007	Barren River Lake SRP	800/325-0057	\$125.00
DW 4523	November 12-15, 2007	Ky. Dam Village SRP	800/325-0146	\$125.00

2008

<u>Course Code</u>	<u>Date</u>	<u>Location</u>	<u>Room Reservations</u>	<u>Fee</u>
DW 4527	April 21-24, 2008	Jenny Wiley SRP	800/325-0142	\$125.00
DW 4529	June 9-12, 2008	Natural Bridge SRP	800/325-1710	\$125.00

To register for any of these courses and/or exams, please complete the "Application For Certification" (pgs. 26-27), the registration form (pg. 28), and mail them along with a check made out to the "Kentucky State Treasurer" to the address on the back cover of this catalog. Your application will be reviewed and you will be notified of your acceptance into the class or exam. No one will be allowed into a course or exam without an approval letter.

A limited number of lodging rooms have been blocked under the Division of Compliance Assistance for a reduced rate if arrangements are made with the relative State Park at least one month in advance.



WASTEWATER OPERATOR CERTIFICATION

Wastewater Treatment and Drinking Water Distribution Certification

To become certified, an applicant must:

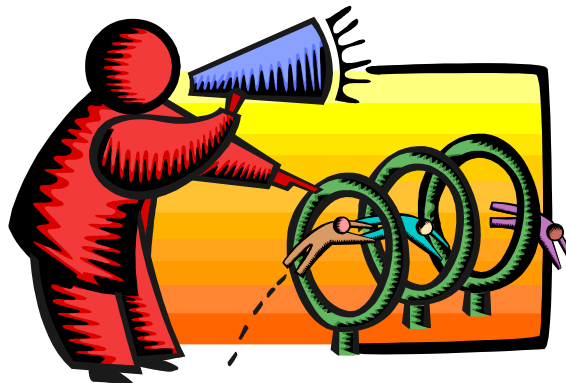
1. Complete the educational level or equivalent for the classification requested.
2. Have the required operational experience for the classification requested.
3. Submit the exam application, registration form and fees for the exam.
4. Obtain approval and confirmation from operator certification to take the requested exam.
5. Take the exam and score 70% or higher.

WASTEWATER TREATMENT OPERATOR QUALIFICATIONS

Wastewater system and operator classifications are primarily based on the design capacity of the treatment plant; 401 KAR 5:010, Sections 8 and 9.

Classification	Design Capacity	Education Required	Experience Required*
IV	More than 7.50 MGD	Engineering, Allied Science or Equivalent Degree	Five years, with three years in a Class III or IV wastewater system with two years of primary responsibility
III	More than 2 MGD but less than or equal to 7.50 MGD	High School Diploma or GED	Three years, with one year in a Class II or higher system
II	More than 50,000 gallons per day but less than or equal to 2 MGD	High School Diploma or GED	Two years
I	Less than or equal to 50,000 gallons per day	High School Diploma or GED	One year

- ❖ **Educational and experience substitutions may apply and are specified in the wastewater certification regulations (401 KAR 5:010).**



WASTEWATER TREATMENT OPERATOR CERTIFICATION **REVIEW AND EXAM SCHEDULE**

WASTEWATER CLASS I

These courses consist of two days of training followed by a certification exam. Training on the second day will be followed immediately with the certification exam. This training is designed for operators of wastewater treatment plants with a design capacity of 50,000 gallons per day or less. The course lasts from 8:30 am to 4:00 pm each day and provides six continuing education hours of training per day. A *Kentucky Division of Water Package Treatment Plants – Operations Manual* will be provided to each participant. Those wishing to take an **exam without the training** may do so on the last day of the class for a fee of \$35.00. The fee for the **course only** is \$60.00

2007

<u>Course Code</u>	<u>Date</u>	<u>Location</u>	<u>Room Reservations</u>	<u>Fee</u>
WW 3814	February 20-21, 2007	Rough River Dam SRP	800/325-1713	\$95.00
WW 3815	March 26-27, 2007	Annual Conference Galt House, Louisville	800/626-1936	\$95.00
WW 3816	May 15-16, 2007	Ky. Dam Village SRP	800/325-0146	\$95.00
WW 3817	June 19-20, 2007	Lake Cumberland SRP	800/325-1709	\$95.00
WW 4445	September 18-19, 2007	Jenny Wiley SRP	800/325-0142	\$95.00
WW 4446	October 30-31, 2007	Pine Mountain SRP	800/325-1712	\$95.00
WW 4447	November 13-14, 2007	Lake Cumberland SRP	800/325-1709	\$95.00

2008

<u>Course Code</u>	<u>Date</u>	<u>Location</u>	<u>Room Reservations</u>	<u>Fee</u>
WW 4448	January 15-16, 2008	General Butler SRP	800/325-0078	\$95.00
WW 4449	March 31 – April 1, 2008	Annual Conference Hyatt, Lexington	888/591-1234	\$95.00
WW 4450	April 15-16, 2008	Ky. Dam Village SRP	800/325-0146	\$95.00
WW 4451	June 10-11, 2008	Barren River Lake SRP	800/325-0057	\$95.00

To register for any of these courses and/or exams, please complete the "Application For Certification" (pgs. 26-27), the registration form (pg. 28), and mail them, along with a check made payable to the "Kentucky State Treasurer", to the address on the back cover of this catalog. Your application will be reviewed and you will be notified of your acceptance into the class or exam. No one will be allowed into a course or exam without an approval letter.

A limited number of lodging rooms are available at a reduced rate if arrangements are made with the relative State Park at least one month in advance.



WASTEWATER TREATMENT CERTIFICATION **REVIEW AND EXAM SCHEDULE**

WASTEWATER CLASS II, III, IV

These courses consist of three days of training followed by a certification exam. The course will be followed on day four with the certification exam. This training is designed for operators of wastewater treatment plants with a design capacity of greater than 50,000 gallons per day. The course lasts from 8:30 am to 4:00 pm each day and provides six continuing education hours of training per day. A manual recommended for this course is *Operation of Wastewater Treatment Plants (available from California State University - Sacramento)*. Topics reviewed in this course will include: Regulations, Permits and DMRs, Wastewater Sampling, Wastewater Biology, Design Criteria, Operating Principles, Package Plants, Safety, Process Control, Math Calculations, etc. Those wishing to take an **exam without the training** may do so on the last day of the class for a fee of \$35.00. The fee for the **course only** is \$90.00

2007

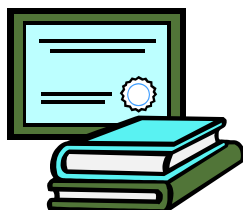
<u>Course Code</u>	<u>Date</u>	<u>Location</u>	<u>Room Reservations</u>	<u>Fee</u>
WW 3814	February 20-23, 2007	Rough River Dam SRP	800/325-1713	\$125.00
WW 3815	March 26-29, 2007	Annual Conference Galt House, Louisville	800/626-1936	\$125.00
WW 3816	May 15-18, 2007	Ky. Dam Village SRP	800/325-0146	\$125.00
WW 3817	June 19-22, 2007	Lake Cumberland SRP	800/325-1709	\$125.00
WW 4445	September 18-21, 2007	Jenny Wiley SRP	800/325-0142	\$125.00
WW 4446	October 30 – Nov. 2, 2007	Pine Mountain SRP	800/325-1712	\$125.00
WW 4447	November 13-16, 2007	Lake Cumberland SRP	800/325-1709	\$125.00

2008

<u>Course Code</u>	<u>Date</u>	<u>Location</u>	<u>Room Reservations</u>	<u>Fee</u>
WW 4448	January 15-18, 2008	General Butler SRP	800/325-0078	\$125.00
WW 4449	March 31- April 3, 2008	Annual Conference Hyatt, Lexington	888/591-1234	\$125.00
WW4450	April 15-18, 2008	Ky. Dam Village SRP	800/325-0146	\$125.00
WW4451	June 10-13, 2008	Barren River Lake SRP	800/325-0057	\$125.00

To register for any of these courses and/or exams, please complete the "Application for Certification (pgs. 26-27), the Registration Form (pg. 28), and mail them, along with a check made payable to the "Kentucky State Treasurer", to the address on the back cover of this catalog. Your application will be reviewed and you will be notified of your acceptance into the class or exam. No one will be allowed into a course or exam without an approval letter.

A limited number of lodging rooms are available at a reduced rate if arrangements are made with the relative State Park at least one month in advance.



Reciprocity



Kentucky offers reciprocity to operators on a case-by-case basis. The regulations and statutes regarding reciprocity can be found under KRS Chapter 224 and 401 KAR 5:010 for **wastewater operators**:

"(6) Reciprocity. Certificates may be issued in a comparable classification, without examination, to a person who holds a valid certificate in a state, territory, or possession of the United States or a country if the requirements for certification of operators under which the person's certificate was issued are no less stringent than the requirements for certification set forth in KRS Chapter 224 and this administrative regulation and reciprocal privileges are granted to certified operators of the Commonwealth."

401 KAR 8:030 for **drinking water** operators

"(6) certificates may be issued in a comparable classification, without examination, to a person who holds a valid certificate in a state, territory, or possession of the United States, or a country, if:

- (a) The applicant filed a complete application as required in Section 3(1) of this administrative regulation;
- (b) The certificate was earned by passing an examination in the reciprocal state;
- (c) The requirements for certification under which the certificate was issued are no less stringent than the provisions of KRS Chapters 223 and 224 and this administrative regulation; and
- (d) Reciprocal privileges are granted to certified operators of the commonwealth"

Reciprocity refers to a reciprocal agreement between the Commonwealth of Kentucky and another state to honor comparable certifications. Under certain conditions, an operator who holds a valid certificate in another state may be issued a comparable Kentucky certificate without examination if the other state honors Kentucky's certification program and grants reciprocity to Kentucky Certified Operators with certificates that are in good standing.

Applicants must submit a certification application (Pgs. 26-27) and a **non-refundable** \$35.00 reciprocity application fee. This fee should be made payable to the "Kentucky State Treasurer". Once the Operator Certification staff receives this application and fee the information will be requested from the current certifying authority. When this information is returned by the state granting the certificate, the application will be reviewed with the regulations from the issuing authority to determine a comparable certification with the Commonwealth. This information is then submitted to the certification board for review and recommendation. If the board approves the request, certification in Kentucky will be issued at the level the board and cabinet deem comparable to the original certification.

Please remember that we are not able to complete the process of certification in Kentucky until we have received the information from the original authorizing authority and a review by the board has been made. The boards meet one time each month. **If the certifying authority does not grant reciprocity to Kentucky Operators the request for reciprocity will not be granted.**

Limited Certification

Drinking Water Limited Certification

401 KAR 8:030 Section 5:

"A limited classification is available to water treatment facilities for schools and semipublic water systems."

Experience and education requirements

Sec 8 (i):

"An operator of a water treatment facility for a school or for a semipublic water supply shall be entitled to apply for a limited certificate of competency for his particular facility, if he has demonstrated to the cabinet that he has the knowledge and experience required to properly operate the particular water treatment facility for which he is responsible."

Wastewater Limited Certification

401 KAR 5:010 Sec. 10 (1)(e)

"An operator of a wastewater treatment facility for a school shall be entitled to apply for a limited certificate of competency for the particular facility operated. The certification shall only be issued if the operator has demonstrated to the cabinet that he has the knowledge and experience required to properly operate the specific wastewater facility."

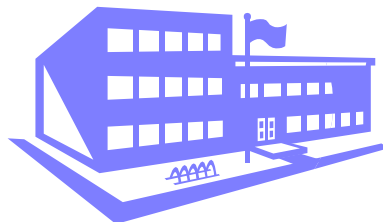
To apply for a limited certificate of competency

Submit the Limited Certification Application (pg. 23) and a fee of \$35.00 made payable to the Kentucky State Treasurer to the Division of Compliance Assistance, Operator Certification Program, 14 Reilly Rd., Frankfort, KY 40601

Upon receipt of the application and fee the operator certification staff will review the form and submit the application for testing to the regional field office that serves the county of the facility. The Regional Field Office personnel will schedule the test date and contact the individual to make arrangements. Once the testing is completed the test will be scored. If the applicant passed a Limited Certificate will be issued by Operator Certification Staff. The limited certificate is valid until June 30th of each calendar year.

Renewal of limited certificates

Limited certificates must be renewed annually by submitting a renewal application (pg 35) with the renewal fee of \$20.00. If a ***drinking water limited*** certificate is not renewed by Dec 31st of each year it will terminate and retesting will be required to regain limited certification. The ***wastewater limited*** certificate terminates on July 1st of the renewal year and will require retesting after that time to regain limited certification. These dates are set by regulation and may be found in 401 KAR 8:030 for drinking water and 401 KAR 5:010 for wastewater.



APPLICATION FOR LIMITED CERTIFICATION

ENVIRONMENTAL AND PUBLIC PROTECTION CABINET

DIVISION OF COMPLIANCE ASSISTANCE

Operator Certification Program

14 Reilly Road

Frankfort, KY 40601

- ☐ Water Treatment Operator
☐ Wastewater Treatment Operation

Application is hereby made for a limited certificate of competency as authorized by KRS 224.73 (wastewater) and 223.160 (water). The Limited Certification is applicable only to the below listed schools and cannot be used for any other system for eligibility requirements under the regular certification program.

1. Name: _____
Last Name First Name Middle Initial

2. Home Address: _____

3. Telephone Number: _____

4. Date of Birth: _____ Agency Interest Number: _____

5. Current position held within school system _____

6. Have you ever had an operator's certificate revoked? ☐ No ☐ Yes

If yes explain reason (use additional sheet if needed)

7. Have you ever been certified operator? ☐ No ☐ Yes

If yes give date(s) and certification number _____

8. List the name(s) and address (es) of all schools for which this Limited Certification will cover.

System &/or Facility Name	County	PWSID # or KPDES #	Phone #

List any other schools on the back of this form.

I certify that the information listed above is true and accurate to the best of my knowledge. Falsification of information will invalidate this certificate.

Printed Name of Applicant

Signature of Applicant

Date

The fee of \$35.00 must be submitted with this application. Make payment to "Kentucky State Treasurer" and mail with application to Division of Compliance Assistance, Operator Certification, 14 Reilly Rd. Frankfort KY 40601. Call 800-926-9111 or 502-564-0323 for information.



REV 11/06

CERTIFICATION FORMS

Certification Application Checklist

Application for Certification (pgs. 26-27)

- ___ Section 1 - Provide your home address and Agency Interest Number (if available)
- ___ Section 2 - Certification level requested - refer to page 14 or 18 for qualifications.
- ___ Section 3 - Check the option that applies to your application.
- ___ Section 4 - List the drinking water and/or wastewater certificates you hold. (Complete a supplemental sheet, if needed)
- ___ Section 5 - List **every** facility you operate. (Complete on the supplemental sheet, if needed)
- ___ Section 6 - Attach a copy of your high school diploma/GED or college transcript. Attach certificates of completion for all classes to be considered. (only required if this is the first application for certification submitted or if you have attained additional education since your first submission)
- ___ Section 7 - Under your employment history, list each job title in which you gained drinking water and/or wastewater system experience. **Identify all job duties,** providing a detailed description of **drinking water and/or wastewater job duties.** If your duties are varied, provide the percentage of time devoted to drinking water and/or wastewater duties. This is needed to review the experience requirement. Give as much information as you can to ensure a complete understanding of the reviewer. (Complete a supplemental sheet, if needed)
- ___ Section 8 - Remember to sign and date your application and; if you are currently employed, have your supervisor sign the application also or it will be returned.
- ___ Submit a separate application for each classification desired.
- ___ Complete the Registration Form for Exams and Training Classes (page 28), including a 1st and 2nd class location choice.
- ___ Include a check or money order, payable to the "**Kentucky State Treasurer**" for each application and/or exam date.
- ___ **Pre-registration is required! Operator Certification must receive application and registration forms at least 30 days prior to the requested training/testing date. The classes are filled on a first come first served basis. Get your applications in early.**

****Note:** Each applicant will receive a confirmation letter and study material prior to the scheduled training/testing date. Do not attend the class and/or test without your confirmation letter!

Drinking Water or Wastewater Operator Certification Application

Print or type a separate application for each certification requested.
Complete all items.
All signatures must be original
Incomplete applications will be returned.



Receipt Number _____

26

6) Education and training (circle highest grade completed and fill in the appropriate blanks):

Elementary School 5 6 7 8 School Name: _____
High School 9 10 11 12 School Name: _____
College - Undergraduate School Name: _____ Degree: _____
College - Graduate School Name: _____ Degree: _____
Other training applicable to the certification requested (provide the course name and content.
Attach documentation of completion and credit hours earned): _____

Note: A copy of official education records (e.g., GED certificate, high school diploma, college transcript or diploma) verifying education must accompany this application.

7) Applicable employment history: List your current position first. If you have held several positions with a drinking water or wastewater system, list each separately. List all the duties associated with each position, but be specific regarding your drinking water and/or wastewater operational duties. If your duties are split between several areas of responsibility, indicate the percentage of time spent working in each area.

a. Facility Name	Position Title	Dates of Employment Month____Year____ To Month____ Year____
Facility Address:		
Contact person:		Phone #:
Detailed description of duties: _____ _____ _____		
b. Facility Name	Position Title	Dates of Employment Month____Year____ To Month____ Year____
Facility Address:		
Contact person:		Phone #:
Detailed description of duties: _____ _____ _____		

Attach supplemental sheet if you need to list additional experience.

8) Information verification (This information must be completed by your direct supervisor and contain an original signature):
I certify that, to the best of my knowledge, the data contained herein reflects the applicant's job duties and employment history with the facility referenced below. I understand that submission of false information can result in certificate revocation and penalties as defined in KRS 223.991 and/or KRS 224.99-010.

Print Supervisor Name: _____ Supervisor's Signature: _____
Facility: _____ Title: _____
Date: _____ Phone #: _____

I certify that, to the best of my knowledge, the data contained herein is complete and correct. I understand that submission of false information can result in certificate revocation and penalties as defined in KRS 223.991 and/or KRS 224.99-010.

Print Applicant name: _____
Applicant's Signature: _____ Date: _____

Mail TO:

**Division of Compliance Assistance
Operator Certification
14 Reilly Rd.
Frankfort, KY 40601**

Rev11/06

Registration Form for Exams and Training Classes

Drinking Water Treatment, Drinking Water Distribution and Wastewater Treatment
Kentucky Division of Compliance Assistance, Operator Certification Program

Agency Interest # (see wallet card if previously certified, if not, omit): _____

Certification Level and Number: _____
(see wallet card if previously certified, if not, omit)

Name (last, first, middle): _____

Home Address (PO Box #, house #, street name, city, state, zip code): _____

Daytime Phone #: _____ FAX #: _____ Email: _____

List systems &/or facilities for which you serve as the certified operator (only list those you have added since last updating the Operator Certification staff):

System &/or Facility Name	County	PWSID # or KPDES #	Phone #

Check box if continued on a supplemental sheet ☐

If with a **small drinking water system**, are you eligible for the Expense Reimbursement Grant (ERG)? ☐ Yes ☐ No

If yes, do not submit exam or training fees, they will be paid through the grant.

Examination and/or Training Course Choices (The certification preparatory training courses are recommended, but not required for testing. Preference for enrollment in the preparatory courses will be given to those registered for an exam. The WW-I course is two-days, all others are three-days, each day is six hours of training.)	Event Fees			
	Certification Preparatory Training Course Without Exam	Certification Preparatory Training Course With Exam	Certification Exam Only	Continuing Education Training Course
Certification of drinking water treatment &/or drinking water distribution operators (DW Classes I-AD, II-A, III-A, IV-A, I-BD, II-BD, III-B, IV-B, I-D, II-D, III-D & IV-D).	\$90.00	\$125.00	\$35.00	
Certification of wastewater treatment in small facilities (WW Class I).	\$60.00	\$95.00	\$35.00	
Certification of wastewater treatment (WW Classes II, III and IV).	\$90.00	\$125.00	\$35.00	
Continuing Education Classes (two-days)				\$60.00

Provide event information from the current schedule (first and alternative choices should be listed):

	Event Code	Date	Event Title (Exam &/or Training Course)	Location	Fee
1 st					\$
2 nd					\$
3 rd					\$

If requesting an exam, is it a retest? ☐ Yes ☐ No

If yes, when and where was it taken? _____

Registration for training and testing events must be received at least 30 days in advance.

The Kentucky Environmental and Public Protection Cabinet does not discriminate on the basis of race, color, national origin, sex, age, religion or disability and provides, on request, reasonable accommodations including auxiliary aids and services necessary to afford an individual with a disability an equal opportunity to participate in all services, programs, and activities.

MAIL TO:

Division of Compliance Assistance
Operator Certification
14 Reilly Rd.
Frankfort, KY 40601



STATE PARK INFORMATION

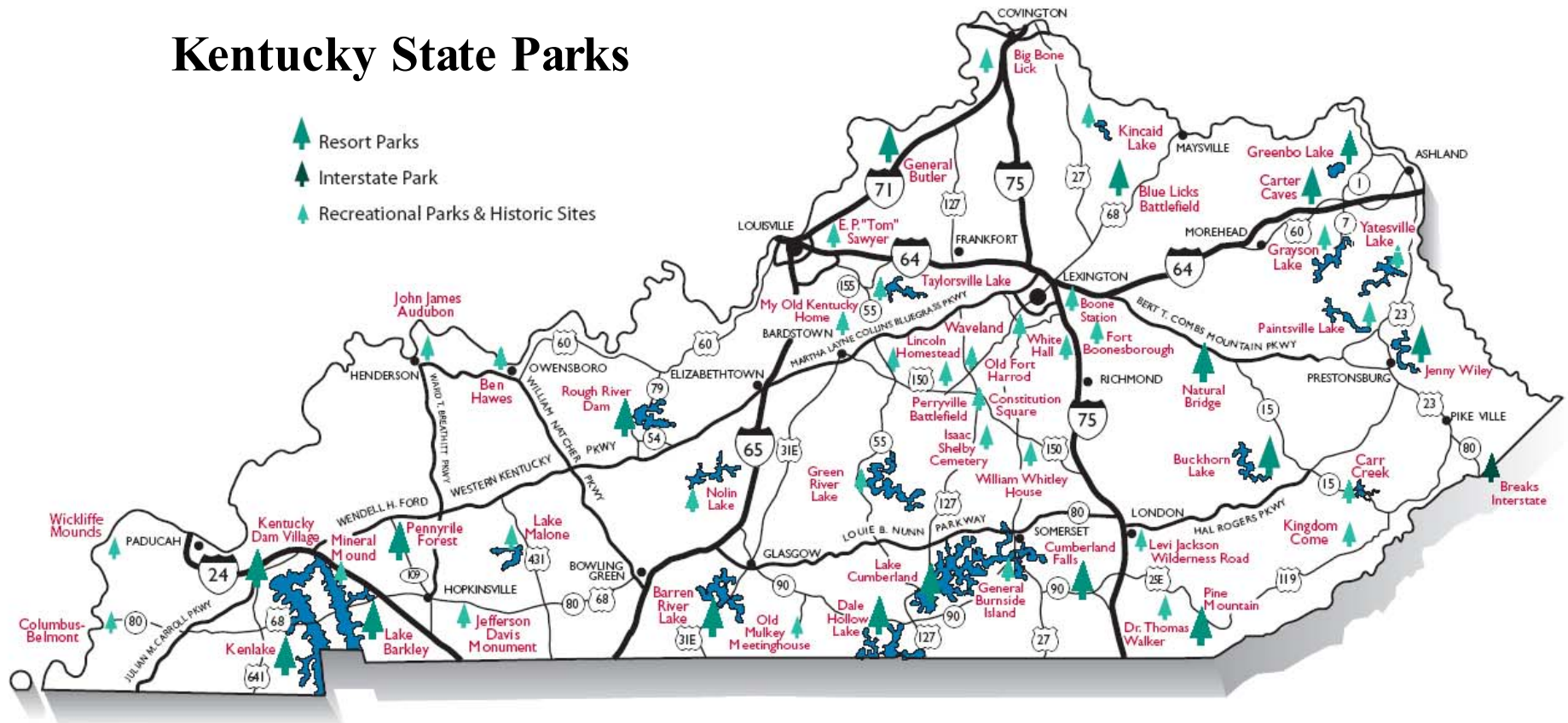
State Park	Address/Directions	Telephone
Barren River State Resort Park	1149 State Park Rd., Lucas 42156 <i>The resort is 12 miles Southwest of Glasgow on US 31E</i>	800/325-0057 or 270/646-2151
Blue Licks Battlefield State Resort Park	Hwy 68, Mt Olivet 41064 <i>The resort is 48 miles Northeast of Lexington on US 68</i>	800/443-7008 or 859/289-5507
Buckhorn Lake State Resort Park	4441 Kentucky Highway 1833, Buckhorn 41721 <i>The resort is 25 miles Northwest of Hazard or 124 miles Southeast of Lexington. From Lexington take I-64 to the Bert T Combs Mountain Parkway. Exit at Campton and take KY 15 South to Ky 28 West to Ky 1833</i>	800/325-0058 or 606/398-7510
Carter Caves State Resort Park	344 Caveland Dr., Olive Hill 41164 <i>The resort is 30 miles West of Ashland. Take I-64 to Ky 182 N</i>	800/325-0059 or 606/286-4411
Columbus-Belmont State Park	350 Park Rd., Columbus 42032 <i>The park is 36 miles Southwest of Paducah on KY 58 & KY 123/80</i>	270/677-2327
Dale Hollow State Resort Park	6371 State Park Rd, Burkesville 42717 <i>From I-65 take 90 East to Cave City to KY 449 South to KY 1206 or From-75 take KY 80 West at London to Somerset and Ky 90 West to KY 449 South to KY 1206</i>	800/325-2282 or 270/433-7431
General Butler State Resort Park	1608 Highway 227, Carrollton 41008 <i>The resort is 44 miles Northeast of Louisville. I-71 exit 44 at Carrollton.</i>	800/325-0078 or 502/732-4384
Jenny Wiley State Resort Park	75 Theatre Ct., Prestonsburg 41653 <i>The resort is located in Prestonsburg, off US 23/460 on KY 3</i>	800/325-0412 or 606/889-1790
Kenlake State Resort Park	542 Kenlake Rd., Hardin 42048 <i>The resort is 16 miles Northeast of Murray on KY 94</i>	800/325-0143 or 270/474-2211
Kentucky Dam Village State Resort Park	113 Administration Dr, Gilbertsville 42044 <i>The resort is 21 miles Southeast of Paducah</i>	800/325-0146 or 270/362-4271

State Park Information (cont.)		
State Park	Address/Directions	Telephone
Lake Barkley State Resort Park	3500 State Park Rd, Cadiz 42211 <i>The resort is 7 miles West of Cadiz on US 68/KY 80</i>	800/325-1708 or 270/924-1131
Lake Cumberland State Resort Park	5465 State Park Rd. Jamestown 42629 <i>The resort is 8 miles South of Jamestown on US 127</i>	800/325-1709 or 270/343-3111
Natural Bridge State Resort Park	2135 Natural Bridge Rd. Slade 40376 <i>The resort is 52 miles Southeast of Lexington. I-64 to the Bert T. Combs Mountain Parkway to Slade and Ky 11</i>	800/325-1710 or 606/663-2214
Pennyrile Forest State Resort Park	20781 Pennyrile Lodge Rd. Dawson Springs 42408 <i>The resort is on Ky 109, 7 miles South of US 62 & the Wendell H. Ford, Western Ky Parkway</i>	800/325/1711 or 270/797-3421
Pine Mountain State Resort Park	1050 State Park Rd. Pineville 40977 <i>The resort is 15 miles South of Middlesboro off US 23 E in Pineville</i>	800/325-1712 or 606-337-3066
Rough River Dam State Resort Park	450 Lodge Rd. Falls of Rough 40119 <i>The resort is 18 miles Northwest of Leitchfield on KY 70, off the Wendell H. Ford, Western Kentucky Parkway.</i>	800/325-1713 or 270/257-2311



Kentucky State Parks

- ▲ Resort Parks
- ▲ Interstate Park
- ▲ Recreational Parks & Historic Sites



Renewal Information and Forms

****ANNOUNCING****
On-Line Renewal

Kentucky's operators are now able to renew their licenses on-line! As long as you have earned sufficient continuing education credit hours, you can renew your certification license in just minutes. This new process eliminates the hassle of completing renewal forms and mailing checks. All you need is an internet connection and a valid credit card. After completing the easy to use on-line process, your new wallet card will be mailed to you.

To complete your renewal on-line go to
www.dca.ky.gov/certification
and follow the link to "e-search"

Follow these easy steps to renew on-line

1. Enter your agency interest number, license number or last name in the box on the license eSearch page. "Click" on the search button
2. When the License Search Results are listed, find your license and click on "Licensee Details" link in the first box of the table.
3. On the screen that opens, review your information and verify that your address and employment history are correct. If any information is not correct, call DCA at (800) 926-8111.
4. In the last box of the table you will see either "Add to Shopping Cart" or "Can Not Pay". If "Can Not Pay" is shown, you can click on that statement and a window will open that explains why you are not able to renew on-line. If "Add to Shopping Cart" is shown, you can click on the Add to Shopping Cart to renew the license.
5. After you click on "Add to Shopping Cart", a payment screen will be displayed. Verify that the license you want to renew is listed. If you wish to add another license to your shopping cart, click "Continue Shopping".
6. When all of the licenses that you want to renew are listed, complete the billing information fields.
7. After entering your billing information continue to the bottom of the page and select the "Pay Now" button

An e-mail confirmation will be sent that your request has been submitted to the operator certification program. After the renewal application is approved, operator certification staff will complete your wallet card and mail it to the operator at the address on file.

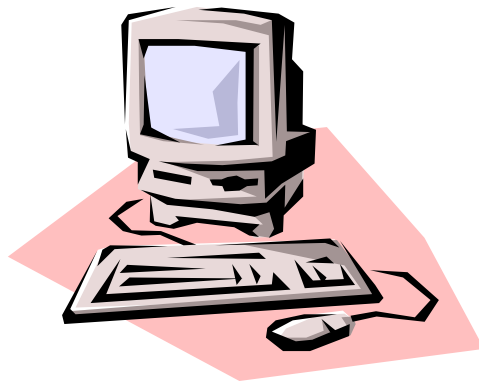
Renewal Reminder

Wastewater certificates are to be renewed on or before June 30, 2007. You may renew on-line if paying by credit or debit card. Or you may submit a renewal application anytime after January 1, 2007 as long as you have completed the required continuing education hours.

Check your continuing education hours that have been added to your record by going to the Operator Certification Web page located at:

www.dca.ky.gov/certification

If you feel there is incorrect information listed, call Operator Certification Staff at (800) 926-8111 or (502)564-0323 to investigate any discrepancies.



LATE RENEWALS

Certificates not renewed by the expiration date are invalid and the operator may not serve in "responsible charge" of a wastewater system. To renew an expired certificate, an operator must complete the following steps for each renewal period:

1. Accumulate the required training hours for their certification
2. Complete the renewal application form on page 35, noting the period for which the application applies.
3. Submit a renewal application, renewal fee and late fee for each certificate to be renewed to:

Division of Compliance Assistance
Operator Certification Program
14 Reilly Rd.
Frankfort, KY 40601

Failure to renew an operator certificate by the expiration date of the certificate will result in the expiration of the certificate. After this date, the operator may not be in responsible charge of the facility.

Application for Certification Renewal

Drinking Water Treatment, Drinking Water Distribution and Wastewater Treatment

Certification Type	Fees if Paid 1/1/07 thru 6/30/07	Fees if Paid After 6/30/07	Fees if Paid 1/1/08 thru 6/30/08	Fees if Paid After 6/30/08
Drinking Water Treatment (DW Classes II-A, III-A, IV-A, III-B & IV-B)	\$70.00	\$70.00	\$35.00	\$70.00
Drinking Water Distribution (DW Classes I-D, II-D, III-D & IV-D).	\$70.00	\$70.00	\$35.00	\$70.00
Combination Drinking Water Treatment & Distribution (DW Classes I-AD, I-BD, II-BD).	\$70.00	\$70.00	\$35.00	\$70.00
Wastewater (WW Classes I, II, III & IV)	\$35.00	\$70.00	\$70.00	\$70.00
Limited Drinking Water Wastewater	These special Limited certifications must be renewed annually by June 30 th at a fee of \$20.00. Operators with Limited certifications not renewing on time must retest.			

Agency Interest Number: _____ Certification Type & Number: _____
(on wallet card) (on wallet card)

Name (last, first, middle) _____

Home Address (PO Box #, house #, street name, city, state, zip code): _____

Daytime Phone #: _____ Fax #: _____

Email: _____

List all systems &/or facilities for which you serve as the certified operator (Attach extra sheet as needed.)

System &/or Facility Name	County	PWSID # or KPDES #	Phone #

List completed "Board Approved" training hours to be used for this renewal

(must be earned prior to applying for renewal)

Course Code (Available from DCA or the vendor)	Training Course Title	Sponsor or Presenter	Date	Hours Earned	
				Drinking Water	Wastewater

Renewal applications must be submitted with a check or money order payable to the Kentucky State Treasurer.

Mail to:

Division of Compliance Assistance
Division of Compliance Assistance
Operator Certification Program
14 Reilly Road,
Frankfort, Kentucky 40601.



Registration Form for Exams and Training Classes
Drinking Water Treatment, Drinking Water Distribution and Wastewater Treatment
Kentucky Division of Compliance Assistance, Operator Certification Program

Agency Interest # (see wallet card if previously certified, if not, omit): _____

Certification Level and Number: _____
(see wallet card if previously certified, if not, omit)

Name (last, first, middle): _____

Home Address (PO Box #, house #, street name, city, state, zip code): _____

Daytime Phone #: _____ FAX #: _____ Email: _____

List systems &/or facilities for which you serve as the certified operator (only lists those you have added since last updating the Operator Certification staff):

System &/or Facility Name	County	PWSID # or KPDES #	Phone #

Check box if continued on a supplemental sheet ☐

If with a **small drinking water system**, are you eligible for the Expense Reimbursement Grant (ERG)? ☐ Yes ☐ No
If yes, do not submit exam or training fees, they will be paid through the grant.

Examination and/or Training Course Choices (The certification preparatory training courses are recommended, but not required for testing. Preference for enrollment in the preparatory courses will be given to those registered for an exam. The WW-I course is two-days, all others are three-days, each day is six hours of training.)	Event Fees			
	Certification Preparatory Training Course Without Exam	Certification Preparatory Training Course With Exam	Certification Exam Only	Continuing Education Training Course
Certification of drinking water treatment &/or drinking water distribution operators (DW Classes I-AD, II-A, III-A, IV-A, I-BD, II-BD, III-B, IV-B, I-D, II-D, III-D & IV-D).	\$90.00	\$125.00	\$35.00	
Certification of wastewater treatment in small facilities (WW Class I).	\$60.00	\$95.00	\$35.00	
Certification of wastewater treatment (WW Classes II, III and IV).	\$90.00	\$125.00	\$35.00	
Continuing Education Classes (two-days)				\$60.00

Provide event information from the current schedule (first and alternative choices should be listed):					
	Event Code	Date	Event Title (Exam &/or Training Course)	Location	Fee
1 st					\$
2 nd					\$
3 rd					\$

If requesting an exam, is it a retest? ☐ Yes ☐ No
If yes, when and where was it taken? _____

Registration for training and testing events must be received at least 30 days in advance.

The Kentucky Environmental and Public Protection Cabinet does not discriminate on the basis of race, color, national origin, sex, age, religion or disability and provides, on request, reasonable accommodations including auxiliary aids and services necessary to afford an individual with a disability an equal opportunity to participate in all services, programs, and activities.

MAIL TO:
Division of Compliance Assistance
Operator Certification
14 Reilly Rd.
Frankfort, KY 40601



Drinking Water Certificate Renewal

Drinking water treatment and distribution certified operators are required to renew their certificate(s) every two years. These certificates shall be renewed **Between January 1 and June 30 of every even-numbered year**. The next renewal deadline for drinking water is June 30, 2008. Operators are responsible for initiating the renewal process by completing and submitting the "Application for Certification Renewal" (page 35) and the renewal fee.

Operators with a Limited Drinking Water Certificate are required to renew their license every year by June 30th. A renewal application and \$20.00 fee are required to renew this certificate. If a limited certificate expires it will terminate and testing will be required for re-issuance of the certificate.

Continuing Education credits for renewal purposes must be earned prior to submittal of the application for drinking water certificate renewal. Training hours accumulated for the renewal of a drinking water license must have been earned during the previous renewal period. For example, drinking water operators planning to renew for the 2008-2010 period must attend training between July 1, 2006 and June 30, 2008.

Continuing education credits for renewal purposes may be earned by attending Board-approved courses. All training conducted or sponsored by the Division of Water and The Division of Compliance Assistance is Board-approved. Other approvable training includes correspondence courses, short courses, trade association meetings, and on-the-job training courses. Approval of these courses can be solicited by submitting an "Application for Approval of a Continuing Education Program" (pgs. 43-46). Board approval for the course(s) should be received prior to the use of the hours for renewal purposes.

Drinking water operators holding separate treatment and distribution certificates are required to earn enough hours to satisfy only the highest classified certificate. Outlined below are the continuing education training hours required of each classification for each renewal period (two years).

<u>Class</u>	<u>Training Hours Required</u>
I	12
II	12
III	24
IV	24

The Division of Compliance Assistance offers continuing education for renewal. See pages 38 and 40.

Operators should maintain documentation of training hours earned.



DRINKING WATER CONTINUING EDUCATION TRAINING

FOR CERTIFICATION RENEWAL

These courses consist of two days of training that may be used for renewal of your Drinking Water Treatment and/or Distribution Certificate(s). Six hours of continuing education credit may be earned each day or a total of twelve hours for each two-day course. Subject matter will be developed and presented relative to who the registered applicants are, and the latest regulations, technologies and information that directly affects them. Open to both Treatment and Distribution operators of all classifications.

2007

<u>Course Code</u>	<u>Date</u>	<u>Topic</u>	<u>Location</u>	<u>Room Reservations</u>	<u>Fee</u>
DW 3812	April 16-17, 2007	Regulations	Rough River SRP	800/325-1713	\$60.00
DW 3813	April 19-20, 2007	Regulations	Jenny Wiley SRP	800/325-0142	\$60.00
DW 4485	July 9-10, 2007	Surface Water Treatment O & M	Pine Mountain SRP	800/325-1712	\$60.00
DW 4517	July 12-13, 2007	Surface Water Treatment O & M	Pennyrile Forest SRP	800/325-1711	\$60.00
DW 4520	August 28-29, 2007	Distribution O & M	Buckhorn Lake SRP	800/325-0058	\$60.00
DW 4486	September 24-25, 2007	Small Well System O & M	Ky. Dam Village SRP	800/325-0146	\$60.00
DW 4487	October 9-10, 2007	Disinfection	Blue Licks Battlefield SRP	800/443-7008	\$60.00
DW 4488	November 26-27, 2007	Operator Forum	Cumberland Falls SRP	800/325-0063	\$60.00

2008

<u>Course Code</u>	<u>Date</u>	<u>Topic</u>	<u>Location</u>	<u>Room Reservations</u>	<u>Fee</u>
DW 4489	February 6-7, 2008	Distribution O & M	Rough River Dam SRP	800/325-1713	\$60.00
DW 4490	March 11-12, 2008	Operator Math	Carter Caves SRP	800/325-0059	\$60.00
DW 4491	April 8-9, 2008	Hydraulics & Backflow	Dale Hollow SRP	800/325-2282	\$60.00
DW 4492	May 6-7, 2008	Small Well System O & M	Blue Licks Battlefield SRP	800/443-7008	\$60.00
DW 4493	June 24-25, 2008	Operator Forum	Barren River Lake SRP	800/325-0057	\$60.00

To register for any of these courses, please complete the registration form (pg36), and mail it, along with a check made out to the "Kentucky State Treasurer", to the address on the back cover of this catalog. Your registration will be reviewed and you will be notified of your acceptance into the class. No one will be allowed into a course without an approval letter.

A limited number of lodging rooms are available at a reduced rate if arrangements are made with the relative State Park at least one month in advance.

Failure to renew a drinking water certificate by the expiration date results in the expiration of the certificate. After this date, the operator may not be in responsible charge of the facility.

Wastewater Certificate Renewal

Wastewater certified operators are required to renew their certificate every two years. Operators with limited licenses are required to renew their certificate every year by June 30th. Operators are responsible for initiating the renewal process by completing and submitting the "Application for Certification Renewal" (page 35) and the renewal fee.

Wastewater Operators shall renew their certificate between January 1st and June 30th of every odd-numbered year. The next renewal deadline is June 30, 2007.

Continuing education credits must be earned prior to submittal of the application for certificate renewal (except for wastewater limited licenses). Wastewater training hours accumulated for renewal purposes are valid for two years from the date earned.

Continuing education credits for renewal purposes may be earned by attending **board approved** courses. All trainings conducted or sponsored by the Division of Water and the Division of Compliance Assistance are Board-approved. Other approvable training includes correspondence courses, short courses, trade association meetings, and on-the-job courses. Approval of these courses can be requested by submitting an "Application for Approval of a Continuing Education Program" (pages 43-46). *Board approval for the course(s) should be received prior to the use of the hours for renewal purposes.*

Wastewater operators must accumulate at least one-half of their hourly training requirements in process control. Outlined below are the continuing education training hours required of each classification for each renewal period (two years).

<u>Class</u>	<u>Training Hours Required</u>
I	12 (at least 6 hours need to be in process control)
II	12 (at least 6 hours need to be in process control)
III	24 (at least 12 hours need to be in process control)
IV	24 (at least 12 hours need to be in process control)



Operators should maintain documentation of the training hours they earn.

WASTEWATER **CONTINUING EDUCATION TRAINING**

For Certificate Renewal

These courses consist of two days of training that may be used for renewal of your Wastewater Certificate. Six hours of continuing education credit may be earned each day or a total of twelve hours of process control (unless noted as non-process) for each two-day course.

2007

<u>Course Code</u>	<u>Date</u>	<u>Topic</u>	<u>Location</u>	<u>Room Reservations</u>	<u>Fee</u>
WW 3808	January 23-24, 2007	Sludge and Solids Production and Disposal	General Butler SRP	800/325-0078	\$60.00
WW 3809	April 10-11, 2007	Biology & Math of Wastewater Treatment	Jenny Wiley SRP	800/325-0142	\$60.00
WW 3810	April 17-18, 2007	Collection Systems Operation & Maintenance (Non-process)	Natural Bridge SRP	800/325-1710	\$60.00
WW 3755	May 9-10, 2007	Biology & Math of Wastewater Treatment	Lake Barkley SRP	800/325-1708	\$60.00
WW 3811	June 5-6, 2007	Collection Systems Operation & Maintenance (Non-process)	Barren River Lake SRP	800/325-0057	\$60.00
WW 4435	July 11-12, 2007	Package Treatment Plants	Kentucky Dam Village SRP	800/325-0146	\$60.00
WW 4436	August 14-15, 2007	Biology & Math of Wastewater Treatment	Buckhorn Lake SRP	800/325-0058	\$60.00
WW 4437	September 5-6, 2007	Collection Systems Operation & Maintenance (Non-process)	Barren River Lake SRP	800/325-0057	\$60.00
WW 4438	October 10-11, 2007	Biology & Math of Wastewater Treatment	Lake Barkley SRP	800/325-1708	\$60.00
WW 4439	December 4-5, 2007	Package Treatment Plants	Rough River Dam SRP	800/325-1713	\$60.00

2008

<u>Course Code</u>	<u>Date</u>	<u>Topic</u>	<u>Location</u>	<u>Room Reservations</u>	<u>Fee</u>
WW 4440	February 12-13, 2008	Package Treatment Plants	Carter Caves SRP	800/325-0059	\$60.00
WW 4441	May 6-7, 2008	Biology & Math of Wastewater Treatment	Dale Hollow Lake SRP	800/325-2282	\$60.00
WW 4442	May 21-22, 2008	Collection Systems Operation & Maintenance (Non-process)	Kentucky Dam Village SRP	800/325-0146	\$60.00

To register for any of these courses, please complete the registration form (pgs. 36), and mail it, along with a check made out to the "Kentucky State Treasurer", to the address on the back cover of this catalog. Your registration will be reviewed and you will be notified of your acceptance into the class. No one will be allowed into a course without an approval letter.

A limited number of lodging rooms are available at a reduced rate if arrangements are made with the relative State Park at least one month in advance.

Continuing Education

Continuing Education Classes

General Information

The Division of Compliance Assistance, Operator Certification offers continuing education classes. The available classes are listed on pages 37 and 39.

Alternative Training Providers

Suggested alternative training providers can be found on the Operator Certification Program web page which is located at:

www.dca.ky.gov/certification

Individual Operator Requests for Continuing Education Credit

If you are an operator and have attended a course that you would like to have reviewed for continuing education credit by the certification boards, you must submit the form "Application for Approval of Courses for Continuing Education found on Pgs. 43-46 in this catalog.

Course Provider Requests For Approval of Courses for Continuing Education Credit

If you are a course instructor or provider of a course and believe that your course would meet the guidelines for continuing education of certified operators in Kentucky, submit the form "Application for Approval of Courses for Continuing Education" located on pgs. 43-46, along with the required supporting documentation. The request will be reviewed by the certification board to determine if it will qualify for continuing education hours. The certification boards meet monthly.

Need more information on approval of courses?

For more information regarding how to receive approval for a course to be offered for operator continuing education credit, contact:

Lisa Butler, Operator Certification
(800) 926-8111 or (502) 564-0323

e-mail: lisa.butler@ky.gov

Kentucky Environmental and Public Protection Cabinet

Department for Environmental Protection
Division of Compliance Assistance
Operator Certification Program
14 Reilly Road
Frankfort, Kentucky 40601

Application for Approval of Courses for Continuing Education Credit For Kentucky Certified Operators of Drinking Water Treatment &/or Distribution Wastewater Treatment & Collection

General Information

Certified operators of drinking water and wastewater systems in Kentucky are required by 401 KAR 8:030 and 5:010 to earn continuing education in order to periodically renew their certifications. Training that is used for renewal of certifications must be approved by the respective Boards (i.e., Kentucky Board of Certification of Water Treatment and Distribution System Operators and/or the Kentucky Board of Certification of Wastewater System Operators). As a potential sponsor of a Board approved course, you must complete and submit this application and provide supporting information as pertinent.

Upon receipt of a completed application, the Board(s) will initiate the review process at their next regular meeting. The Boards typically meet each month, Wastewater on the third Tuesday and Drinking Water on the third Wednesday. Review of large requests from a commercial vendor (e.g., online vendors with a catalog full of courses) may be held until operators reflect interest in the course(s). If your training request is determined to be unacceptable for any reason, you will receive a statement with deficiencies or other comments. It is preferred that all training courses be submitted and approved prior to operators completing them. With "after the training" requests for approval comes the risk that completed training may not be approved by the Board(s) and operators will not receive credit. A change in instructors, course content, or time involved by participants will require re-submittal.

Provided with this application is a "Continuing Education Activity Report" form that is to be used by the course sponsor to document training credits for operators. It should be submitted soon after the training event, preferably within 30 days. Both the application and report forms may be reproduced as needed, but not altered without permission. Electronic versions are now available from the Kentucky Division of Compliance Assistance via the Internet web page <http://www.dca.ky.gov>. Additional information may be acquired by calling the Operator Certification staff at (502) 564-0323, toll free at (800) 926-8111 or via FAX at (502) 564-9720.

Instructions

Sections I, II & III must be completed. Attachments required per Section III should be clearly labeled in accordance with the outline of the application.

Attachments listed in Section IV relate mostly to distance learning courses, if applicable to your training, it is recommended that you provide them.

An appropriate signature with date is required in Section V.

Submit the application and all attachments at one time, preferably 60 days or more prior to the scheduled training event.

Application for Approval of Courses for Continuing Education Credit

Kentucky Division of Compliance Assistance / Operator Certification Program
14 Reilly Rd., Frankfort, Kentucky 40601

I. Course Sponsor Information

Sponsoring Organization (school, business, association, etc.)

Key Contact Person:

Name & Title _____

Address _____

City, State & Zip _____

Phone _____ Fax _____

Email _____

Web Page _____

II. General Course Information

Title _____

Location & Date/s _____

Cost per Student or Group \$ _____

Delivery Format or Media (Check those that apply):

☐ Classroom ☐ Web/Online ☐ Laboratory ☐ Exhibition

☐ Field ☐ CD-ROM ☐ Video/Audio ☐ Correspondence

☐ Other (Explain) _____

List Number of Continuing Education Hours Requested for Target Audience:

Drinking Water Treatment &/or Distribution Operator Hours _____ hrs.

Wastewater Treatment &/or Collection Operator Non-process Control Hours _____ hrs.

Wastewater Treatment Operator Process Control Hours** _____ hrs.

**Attach detailed description explaining how this training relates to the wastewater treatment process control.

III. Required Items (must be attached to submittal, check off as completed)

- ☐ Course Learning Objectives
- ☐ Criteria for Successful Completion by Operators
- ☐ Agenda (Timed with instructors identified & brief description of topics)
- ☐ Credentials for all Instructors

IV. Additional Attachments

(Required for distance learning courses, optional for other training)

- ☐ Instructional Design (Developed by whom / their credentials)
- ☐ Curriculum Content (Subject matter experts / their credentials)
- ☐ Needs Analysis of Participants (Designed by whom / methods / results)
- ☐ Field Testing of Course (Developed & conducted by whom / audience / results)
- ☐ Ongoing Course Evaluation (Methods for feedback & assessment / results to date)
- ☐ Support Available to Participants (instructions / validation of content / references)
- ☐ List of colleges, universities, regulatory agencies, etc. that have awarded credits for the course (provide semester hours and/or continuing education awarded).
- ☐ Required Assignments &/or Examinations (type, passing score, etc.)
- ☐ Mandatory Time Constraints (deadlines, granting of extensions, etc.)
- ☐ Documentation of Results to Students (copy of certificate, letter, etc.)
- ☐ Security Procedures (Operator identification, tracking of hours, exam proctors, etc.)

V. Signature of Sponsor's Contact Person

I confirm that all information provided with this application is accurate to the best of my knowledge. A complete list of attendees and credits to be awarded to them will be forwarded on a "Continuing Education Activity Report" to the Kentucky Division of Compliance Assistance (within 30 days of completing the course when possible).

Printed Name & Title _____

Signature & Date_____

For Division of Compliance Assistance Use Only

Evaluated by:

☐ Drinking Water Board Date _____

☐ Wastewater Board Date _____

☐ This course has been approved for the following continuing education credits (hours):

Drinking Water Treatment &/or Distribution Operator Hours _____

Wastewater Treatment &/or Collection Non-process Control Hours _____

Wastewater Treatment Process Control Hours _____

☐ Consideration of this course has been tabled or denied.

Reason Tabled (additional information needed) _____

Reason Denied _____

Reconsidered by:

☐ Drinking Water Board Date _____

☐ Wastewater Board Date _____

Results of Reconsideration (Provide narrative here):

**Kentucky Division of Compliance Assistance
Operator Certification Program
14 Reilly Road
Frankfort, Kentucky 40601**

Page# ____ of ____

Continuing Education Activity Report

Division of Compliance Assistance's Assigned Course Number _____

Course Title _____

Course Location _____ Date(s) _____

Course Sponsor's Name & Phone Number _____

Participants Information (Operator wallet card contains identification information requested below):

Operator Kentucky Agency Interest Number	Print Operator Name (as on certification)	*Operator's Certification Number/s (Where credit is to be applied)		Continuing Ed Credit Earned (To be completed by Sponsor)	
		DW (treatment or distribution)	WW	** Trg Type	*** Cont Ed Hours Earned
				PC	
				NPC	
				PC	
				NPC	
				PC	
				NPC	
				PC	
				NPC	
				PC	
				NPC	
				PC	
				NPC	
				PC	
				NPC	
				PC	
				NPC	
				PC	
				NPC	
				PC	
				NPC	

* Provide certification numbers for Drinking Water Treatment, Drinking Water Distribution or Wastewater Treatment.

** PC is Process control and NPC is Non-process control (credit must be separated if WW, all is considered NPC if DW).

*** Calculate Continuing Education Hours as approved by the Division of Compliance Assistance.

As a sponsor of the training completed by operators listed above, I certify it was conducted, and participants performed, according to conditions approved by the Kentucky Certification Boards. I understand that submission of false information could result in expiration of an operator's certification due to non-credit and might be cause for non-approval of subsequent training requests. Further, falsification of a Cabinet document could result in legal penalties per KRS 223.991 &/or 224.99-010.

Sponsor Contact Person's Name: _____ Date: _____

Sponsor Contact Signature: _____

DUPLICATE AS NEEDED

Certification Boards

KENTUCKY BOARDS OF CERTIFICATION

The Kentucky Board of Certification of Water Treatment and Water Distribution System Operators and the Kentucky Board of Certification of Wastewater System Operators serve in an advisory capacity to the Department of Environmental Protection on implementation of the operator training and certification programs. The Boards advise the cabinet on all aspects of operator training and certification. Specifically, they review and recommend action on Class IV applicant qualifications, substitutions for education/experience, proposed administrative regulations, continuing education training to be utilized for renewal purposes, certification examinations, training and certification fees, state reciprocal agreements, and the need for certified operator disciplinary actions.

The wastewater board members are appointed to a four year term by the Governor. Drinking water board members are appointed by the Environmental and Public Protection Cabinet Secretary for four-year terms. The members are chosen from stakeholder groups designated by regulation in KRS 223.170 for drinking water board members and KRS 224.73-110 for wastewater board members.

The dates for the board meetings are listed on page 49. We encourage operators and managers to attend and participate in these meetings. The Wastewater Board meetings are generally held on the third Tuesday of every month and the Drinking Water Board meetings fall on the third Wednesday of every month. Both board meetings are held at the Division of Compliance Assistance, 14 Reilly Road, Frankfort in Building 6 Rm. 6c, unless otherwise noted.

****NOTE**** Occasionally a meeting date or location must be changed due to scheduling conflicts; please contact Operator Certification Staff prior to the scheduled meeting date to ensure no change has occurred.



2007 Board Meeting Schedule

<u>Month</u>	<u>Wastewater Board</u>	<u>Drinking Water Board</u>
January 2007	January 23, 2007 10:00 am Frankfort	January 24, 2007 1:30 pm Frankfort
February 2007	February 20, 2007 10:00 am Frankfort	February 21, 2007 1:30 pm Frankfort
March 2007	March 26, 2007 3:00 PM Louisville KWWOA Conference	March 27, 2007 3:30 PM Louisville KWWOA Conference
April 2007	April 17, 2007 10:00 am Frankfort	April 18, 2007 1:30 pm Frankfort
May 2007	May 15, 2007 10:00 am Frankfort	May 16, 2007 1:30 pm Frankfort
June 2007	June 19, 2007 10:00 am Frankfort	June 20, 2007 1:30 pm Frankfort
July 2007	July 17, 2007 10:00 am Frankfort	July 18, 2007 1:30 pm Frankfort
August 2007	August 21, 2007 10:00 am Frankfort	August 22, 2007 1:30 pm Frankfort
September 2007	September 18, 2007 10:00 am Frankfort	September 19, 2007 1:30 pm Frankfort
October 2007	October 16, 2007 10:00 am Frankfort	October 17, 2007 6:00 pm Jenny Wiley SRP
November 2007	November 13, 2007 10:00 am Frankfort	November 14, 2007 1:30 pm Frankfort
December 2007	December 18, 2007 10:00 am Frankfort	December 19, 2007 1:30 pm Frankfort

****NOTE**** Occasionally a meeting date or location must be changed due to scheduling conflicts; please contact Operator Certification at (800)926-8111 prior to the scheduled meeting date to ensure no change has occurred.

Board Membership

Wastewater Certification Board

Dennis Gumbert Chairman	606-836-6821	dennis.Gumbert@aol.com	Certified Operator Representative
Randy E. Bingham	606-864-2103	rbingham@earthlink.net	Certified Operator Representative
Suzie Bradley	270-789-3133	wwater@campbellsville.com	Certified Operator Representative
Gary W. Epperson	606-678-4951	gepperson@cityofsomerset.com	Certified Operator Representative
Dr. Andrew Ernest	270-779-0770	anernest@ernestfamily.org	University Representative
Larry Grubbs	859-623-2323	lgrubbs@richmondutilities.com	City Manager Representative
David Pedigo Vice Chairman	270-765-0274	dpedigo@ambrake.com	Industrial Operator Representative
Paul Bridges, Secretary Treasurer	502-564-3410	paul.bridges@ky.gov	Cabinet Representative

Drinking Water Certification Board

Dillard Griffin Chairman	859-268-6340	dgriffin@kawc.com	Public Works Director Representative
Dr. Ed Story, PhD Vice Chairman	606-759-7141	ed.story@kctcs.edu	University Representative
Barry L. Bolin	270-444-0522	bbolin@pwwky.com	Certified Operator Representative
Debra Cantrell	606-663-4312	bfwtp@juno.com	Certified Operator Representative
Julie Roney	502-564-3410	julie.Roney@ky.gov	Cabinet Representative